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Free Guide

The Ultimate

AI Prompt Cheatsheet

Get better results with
ChatGPT than 98% of users

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USING THIS GUIDE

These are the tips and tricks I use to craft AI prompts that get me better results than 98% of other users.

Prompt templates are in blue text.

Example prompts are in pink text.

You'll find many prompts that are easy and to copy, paste, and try for yourself. You can use these with any AI LLM tool such as ChatGPT, Bing Chat or Google Bard.



TIP #1

Be hyper-specific

One of the biggest mistakes – not being specific enough in your prompt leads to vague and generic answers.

DON'T: How can I grow my business?

DO: What copywriting strategies can I use to grow my coaching business using Twitter?

DON'T: Write me a story about a dog who goes on an adventure.

DO: Write me an epic and suspenseful story about a lost dog who finds his way home through a dangerous and unfamiliar wilderness.

This provides more specific direction and can lead to more engaging and interesting results.

TIP #2

Get a natural tone of voice

Add to Prompt: Write in a conversational style as if you were explaining to a friend.

This will help you avoid the generic and formal sounding voice ChatGPT defaults to. We want a simpler, more conversational answer that sounds more “human”.

DON'T: How does nuclear fusion work?

DO: How does nuclear fusion work? Write in a conversational style as if you were explaining to a friend.

TIP #3

Give ChatGPT a specific role

Add to Prompt: Answer as if you were a [specific person – ie. doctor, lawyer, business coach, editor]

OR

Pretend you are a [specific role].

Example: Pretend you work in the finance department and your job is to collect payments from clients. Draft a scary email that gets XYZ client to pay \$100,000 of services rendered but hasn't responded to 5 emails. Their invoices are 5 months overdue.

TIP #4

Answer in the style of
[famous person]

Add to Prompt: Write in the style of [prominent person – ie. Seth Godin, Gary Vee, Stephen King]

OR

[Do X] in the style of [famous person].

Example: Write a tweet about how getting on Tiktok is important if you want to succeed as an entrepreneur in 2023. Write it in the style of Gary Vaynerchuk.

Example: Come up with 5 viral Youtube video titles on the topic of [how to get more veggies out of your garden], in the style of MrBeast



TIP #5

Activate ELI5-mode

Add to Prompt: Write as if you were explaining to a fifth grader.

OR

Explain to me like I'm five.

DON'T: Explain how genetics work to give a person brown versus blue eyes.

DO: Explain how genetics work to give a person brown versus blue eyes. Write as if you were explaining to a five year old.



TIP #6

Summarize long-form content

ChatGPT can take long-form content and summarize it down in a simple way. The more specific you are in your instructions, the better.

Example: Write a one sentence summary of the following, using simple language a 5th grader could understand. [Enter text to be summarized]

Example: Write a bullet list summary of the following article. [Enter article text]

TIP #7

Give examples (of the type of answer you want)

Giving examples to ChatGPT encourages it to answer you in the specific way you want. For example:

Q&A-Style Prompt (V1):

Q: How many days are there in a year?

A: 365

Q: How many hours are there in a day?

A:

Q&A-Style Prompt (V2):

Q: How many days are there in a year?

A: There are 365 days in a year, and 366 in a leap year.

Q: How many hours are there in a day?

A:

Tweet-Style Prompt:

Write me a tweet in 280 character on the topic of how to make \$10k a month on Youtube. Here's a good example of how I would like you to format it: [input example tweet]

TIP #8

Give ChatGPT formatting instructions

Ask ChatGPT to format its output in a specific way to get answers exactly in the format you want. You could ask it to answer in bullet points, short paragraphs, Q&A style, essay-style with headings followed by short paragraphs, etc.

Add to Prompt: Please format your answer in [requested style]

Example: Can you give me some tips for improving my productivity while working from home? Please format your answer in bullet points.

Example: I want to know what artists struggle with in their daily work. Write some questions I might ask to find this out, and give me answers as if you were an artist answering the questions in their own words.

TIP #9

Tell ChatGPT to explain its reasoning

Add to Prompt: [Your question]. Explain your reasoning.

OR

[Your question]. Explain step by step how you came to the answer.

Example: If I make \$50,000 per year, pay 25% in tax and save the rest, how long will it take me to save a million dollars? Explain your reasoning step by step.